

Department of Commerce
Office of the General Counsel
Office of the Chief Counsel for International Commerce
Attorney-Advisor

The Office of the General Counsel is seeking a GS-12 Attorney-Advisor in the Office of the Chief Counsel for International Commerce (OCC/IC). OCC/IC provides programmatic legal advice and support to the Department of Commerce's International Trade Administration (ITA) in support of the Department's work in promoting international trade, opening foreign markets, ensuring compliance with international trade agreements, promoting investment in the United States, and supporting U.S. commercial interests abroad. OCC/IC attorneys work on diverse legal issues including international trade, investment, competition, anticorruption and transparency, and export promotion matters. Attorneys in the office support the negotiation and implementation of international trade and investment agreements, work on ensuring that foreign countries are complying with these agreements, and provide legal support to a wide variety of ITA trade and investment promotion programs.

Major Duties:

The attorney serving in this position will provide legal advice and support to ITA on U.S. and international law as they impact U.S. international trade, investment, competition, anticorruption, and export and investment promotion. The attorney's work will involve legal review and advice on the scope of ITA's authorities to ensure that programs, agreements, briefing materials, and correspondence are legally accurate and are consistent with legal requirements. The attorney will also be expected to work on projects that require analysis of legal risks and will assist in developing recommendations that adhere to legal requirements and control or minimize legal risk. The attorney must be able to handle a variety of assignments with short, time-critical deadlines. The attorney must demonstrate excellent interpersonal skills suitable for successfully working on a team with ITA and other attorneys in the Office of the General Counsel on projects that require analysis of legal requirements.

Salary Range:

GS-12 - \$72,720 to \$103,639
(promotion potential to GS-15; although neither guaranteed nor implied).

QUALIFICATIONS:

For a GS-12 Attorney-Advisor:

Bar Membership: Applicant must provide proof of an active bar membership in good standing of the bar of a state, territory of the United States, the District of Columbia or the Commonwealth of Puerto Rico.

Possess at least two years of professional legal experience following law school in the areas of international trade, investment, competition, anticorruption, administrative, or commercial law.

Position Requirements:

Citizenship: Must be a U.S. citizen.

Education: Must have graduated from an ABA-accredited law school; law school transcript reflecting conferred J.D. Successful completion of law school courses in at least one of the following areas: international trade, international business transactions, international law, international investment, or international dispute resolution. Coursework in comparative law, administrative law, and competition law is desirable but not required.

Dual citizens must be prepared to relinquish foreign citizenship in order to receive a clearance.

The successful candidate must be able to obtain and maintain a security clearance and or a background investigation.

Application Requirements:

The resume and cover letter must support possession of the following knowledge, skills, and abilities (KSAs): exceptional analytical, writing, organizational, and interpersonal communications skills; demonstrate a working knowledge of administrative law, international trade, investment, competition, anticorruption or commercial law; demonstrated ability to conduct and direct complex legal research on domestic and international legal issues.

Required Documents:

Please send your cover letter, a one-page resume, an unofficial conferred law school transcript, and a legal writing sample (5 pages or less, preferably on international law or trade and investment issues) to occic@doc.gov.

What to Expect:

Due to the volume of anticipated applications, we will only notify applicants if they are selected for an interview.